GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Public Services – BC Welfare Department – ACB Surprise check on the Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District - Departmental proceedings under Rule 20 of Andhra Pradesh Civil Services (Classification, Control & Appeal) Rules, 1991 read with Rule 9 of A.P. Revised Pension Rules, 1980 against Smt A.S.Ramanamma, the then HWO, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District (now retired) - Article of Charges – Orders – Issued.

BACKWARD CLASSES WELFARE (D) DEPARTMENT

G.O.Rt.No.111 **Dated:13.07.2022**
Read the following:

G.O.Ms.No.47, BC Welfare (D) Dept., dated:13.07.2022.

-:0:-

ORDER:

In pursuance of the sanction accorded by the Government in the reference read above, under Sub-Clause (i) of clause (b) of Sub-Rule (2) of Rule 9 of Andhra Pradesh Revised Pension Rules, 1980 for initiating departmental proceedings against Smt A.S.Ramanamma, the then HWO, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District (now retired), it is considered necessary to hold an inquiry against the said Smt A.S.Ramanamma, HWO (now retired) in accordance with the procedure laid down in Rule 20 of the Andhra Pradesh Civil Services(Classification, Control & Appeal) Rules, 1991.

2. The substance of the imputations of misconduct or misbehavior in respect of which the enquiry is proposed to be held is set out in the enclosed statement of article of charge (Annexure-I and II). A list of documents by which and a list of witnesses by whom, the article of charges are proposed to be sustained are also enclosed (Annexure-III and IV).

3. Smt A.S.Ramanamma, the then HWO, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District (now retired), is directed to submit her written statement of defence within ten (10) days of the receipt of this order.

4. Smt A.S.Ramanamma, the then HWO, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District (now retired), is informed that an inquiry will be held only in respect of those article of charges as are not admitted. She should, therefore, specifically admit or deny article of charge.

5. Smt A.S.Ramanamma, the then HWO, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District (now retired), is further informed that if she does not submit her written statement of defence on or before the period specified in Para 3 above or otherwise fails or refuses to comply with the provisions of Rule 20 of Andhra Pradesh Civil Services (Classification, Control & Appeal) Rules, 1991 or the orders / directions issued in pursuance of the said rules, the Inquiring Authority may hold the inquiry against her ex-parte.

6. Smt A.S.Ramanamma, the then HWO, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District (now retired), is informed that Rule 24 of the Andhra Pradesh Civil Services (Conduct) Rules, 1964 stipulates that under no circumstances Government servant shall bring or attempt to bring any political or outside influence to bear upon any superior authority to further her interests in representation is received on his behalf from another person in respect of any matter dealt within these proceedings, it will be presumed that the said Smt A.S.Ramanamma, the then HWO, Govt. B.C. Welfare Girls Hostel, Sompeta,

(P.T.O)

Srikakulam District, (now retired) is aware of such a representation and that it has been made at her instance and action will be taken against her for violation of Rule 24 of the Andhra Pradesh Civil Services (Conduct) Rules, 1964.

7. The receipt of this G.O. shall be acknowledged.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

G.ANANTHA RAMU
PRINCIPAL SECRETARY TO GOVERNMENT (FAC)

To
Smt A.S.Ramanamma, the then HWO, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District (now retired) "through" the Director of BC Welfare, A.P., Vijayawada.

Copy to:
The Director of BC Welfare, A.P., Vijayawada. (with a request to serve and return the acknowledged copy and Written Statement of Defense)
SF/SC.

//FORWARDED:: BY ORDER//

SECTION OFFICER

[Annexure to G.O.Rt.No.111, BCW(D) Dept., Dt:13.07.2022]

ANNEXURE-I

STATEMENT OF ARTICLE OF CHARGE AGAINST SMT A.S.RAMANAMMA, THE THEN HWO, GOVT. B.C. WELFARE GIRLS HOSTEL, SOMPETA, SRIKAKULAM DISTRICT (NOW RETIRED):-

Smt. Ayyala Somayajula Ramanamma, D/o late Venkateswarlu, Hostel Welfare Officer, Govt. B.C. Welfare Girls' Hostel, Sompeta (here-in-after referred as Retired employee) while functioning as such during the period between 13.06.2019 to 11.11.2019 (till the date of surprise check) committed grave misconduct in as much as:

CHARGE-I :-

That Smt. A.S. Ramanamma, Hostel Welfare Officer, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District withdrawn excess amount to the tune of Rs.21,897/- from 13.06.2018 to 31.10.2019 in the form of diet charges of boarders by showing inflated strength of the boarders in the hostel.

CHARGE-II :-

That Smt. A.S. Ramanamma, Hostel Welfare Officer, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District failed to maintain some important registers viz., cash book, Treasury Bill Register and Pay Bill Register and did not maintain any record properly. As per the information furnished by the District B.C. Welfare Department, Srikakulam vide her letter Rc. No. A1/93/2019/BCW dated 18.11.2019 and as per G.O. Ms. No. 54 dated 24.05.2014 of Social Welfare (Edn.1) Department, Govt. of AP, 18 records are to be maintained in the maintenance of the hostel.

CHARGE-III :-

That Smt. A.S. Ramanamma, Hostel Welfare Officer, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District failed to maintain the hostel in a hygienic condition. There was no facility of purified drinking water for the boarders in the hostel and the food was not supplied as per the prescribed menu.

Thus, the retired employee by his above mentioned acts has exhibited lack of integrity, devotion to duty and conduct, unbecoming of a Government Servant and thereby contravened rule 3(1) & (2) of A.P. Civil Services (Conduct) Rules, 1964 r/w Rule 9 of AP Revised Pension Rules, 1980.

G.ANANTHA RAMU
PRINCIPAL SECRETARY TO GOVERNMENT (FAC)

//FORWARDED::BY ORDER//

SECTION OFFICER

[Annexure to G.O.Rt.No.111, BCW(D) Dept., Dt:13.07.2022]

ANNEXURE –II

STATEMENT OF IMPUTATION OF MISCONDUCT IN SUPPORT OF ARTICLE OF CHARGES FRAMED AGAINST SMT A.S.RAMANAMMA, THE THEN HWO, GOVT. B.C. WELFARE GIRLS HOSTEL, SOMPETA, SRIKAKULAM DISTRICT (NOW RETIRED):-

CHARGE-I :-

That Smt. A.S. Ramanamma, Hostel Welfare Officer, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District withdrawn excess amount to the tune of Rs.21,897/- from 13.06.2018 to 31.10.2019 in the form of diet charges of boarders by showing inflated strength of the boarders in the hostel.

FACTS AND EVIDENCE:

On credible information that the Hostel Welfare Officer, Govt. B.C. Welfare Girls' Hostel, Sompeta, Srikakulam District and the Assistant Tribal Welfare Officer are indulging in corrupt practices by inflating the boarders' strength and also misappropriating the funds allotted to the Hostel, on 11.11.2019, the ACB officials along with mediators left the ACB office at about 04.20 AM and reached the above noted hostel at 06.15 AM.

By the time the Surprise Check party reached the BC Welfare Girls hostel situated at Gandhinagar-1, Sompeta, one female person aged about 45 years was found in the hostel kitchen. Then the DSP disclosed his identity and the identities of other members and requested the person to disclose her identity. The person revealed her identity as Smt. Pyla Saraswathi, W/o Rama Rao, age 48 years, Outsourcing Kamati, Govt. B.C. Welfare Girls Hostel, Sompeta, R/o Lalapeta, Station road, Ichapuram.

When the Inspector ACB enquired with her about the HWO and other staff members of the hostel, she replied that she was transferred to that hostel and *she* has been working as Outsourcing Kamati since 18.10.2019. She further stated that Smt. A.S. Ramanamma is the HWO. The other staff members are (1) Smt. Ratnam (outsourcing kamati), three tutors by name (2) Harika (3) Sowjanya (4) Maneesha and they are yet to come to hostel and one outsourcing night watchwoman Sandhya. Sandhya went outside on 11.11.2019, just before the arrival of the ACB party and Smt. Ratnam informed that she will come a bit late as she is feeling some illness. Smt. Pyla Saraswathi was preparing food for 61 boarders with the help of Smt. Ratnam as per the instructions of the HWO Smt. A.S. Ramanamma. Smt. A.S. Ramanamma came to the hostel on 10.11.2019 and gave the storeroom key and instructed her to prepare food for the boarders. On enquiry, it is learnt that Smt. A.S.Ramanamma, HWO was also holding additional charge of BC welfare Hostel, Mandasa and she was present there.

On enquiry about the preparation of breakfast for boarders, Smt. P. Saraswathi, outsourcing Kamati informed that they have to provide Milk & boiled eggs at first and then, they have to prepare Kichidi with peas as breakfast for 61 boarders and she has to provide groundnut chekki after breakfast. She is preparing Kichidi and peas curry as breakfast for 61 boarders.

Then the Inspector, ACB observed the kitchen and found the following items in the kitchen.

1. Eggs – 119
2. Rice 15 Kgs.
3. Good Milk – 13 X ½ litre packets
4. Wheat Ravva – 5 Kgs.
5. Rice Ravva – 2 Kgs.
6. Gas Cylinders – Total: 4 (2 full; 1 empty; 1 being used)
7. Potatoes – 5 Kgs.

8. Aluminium cooking vessels – 5
9. Gas Stove – 1

Then the Inspector, ACB with the assistance of other members of the raiding party assembled the boarders present in the hostel in a class-wise manner and counted the boarders. The particulars of borders present in the hostel are as follows:

Sl.No.	Class	No. of borders present in the hostel at the time of surprise check
1	IV	0
2	V	1
3	VI	5
4	VII	13
5	VIII	15
6	IX	12
7	X	15

Then the Inspector, ACB randomly selected the following 12 boarders from the above list as below and recorded their statements.

Sl.No.	Name and address of the student
1	Botchu Deepika, D/o Balaraju, age 14 years, 9th class, Z.P. Girls High School, Sompeta
2	Jyothi Behara, D/o BaluduBehara, 14 years, 10 th class, Govt. High School, Sompeta
3	Landa Swaroopa, D/o Dilles, 14 years, 9thclass, Z.P. Girls High School, Sompeta
4	KiluguKrishnaveni, D/o Lingaraju, 11 years, 6th class, Z.P. Girls High School, Sompeta
5	Raika Sanjana, D/o Kussanna, 9 years, 4th class, CBM School-II, Sompeta
6	BynapalliSpandana, D/o Tulasi, age 12 years, 7th class, Z.P. Girls High School, Sompeta
7	Setti Swathi, D/o Sarath Kumar Setti, 13 years, 8th class, Z.P. Girls High School, Sompeta
8	Gummadi Nandini, D/o Jogarao, 13 years, 8th class, Z.P. Girls High School, Sompeta
9	Kolla Nandini, D/o Papayya, 15 years, 10 class, Z.P. Girls High School, Sompeta
10	ParapatiSumithra, D/o Vasu, 15 years, 10th class, Z.P. Girls High School, Sompeta
11	Jalasutra Devi, D/o Matayya, age 14 years, 8th class, Z.P. Girls High School, Sompeta
12	PushpanjaliBehara, D/o Bali Behara, 14 years, 9th class, Z.P. Girls High School, Sompeta

On examination, the boarders categorically stated that the HWO is staying at Srikakulam and occasionally visits the hostel. There is no purified drinking water facility in the hostel. They are being supplied with the impurified water stored in the upper Sintex tank which is used for all purposes. The food being supplied is not good to eat and not as per the menu chart. They were not given the cosmetic charges. They were not supplied with notebooks as per scale but their signatures were taken in a notebook as if they were supplied with the notebooks as per scale. The strength usually present at the hostel is about 60-70. Smt. Ratnam and Smt. Saraswathi takes their attendance regularly. Tuitions are being conducted to 10th class borders by the three tutors in the morning & evening sessions. There is no inverter facility in the hostel due to which they are facing lighting problems during night times whenever electric power fails.

At this juncture, the Inspector, ACB, Srikakulam Range informed the District B.C. Welfare Officer, Srikakulam about the surprise check conducted on the hostel and requested her to direct concerned Asst. B.C. Welfare Officer attend the hostel to assist them in conducting proceedings as the HWO was absent. The DBCWO, Srikakulam informed that she will direct Sri M. Raghavendra Rao, ABCWO, Palasa to assist them.

Then the Inspector questioned Smt. Saraswathi about the keys to the office room and storeroom, she replied that the HWO gave the keys of the storeroom and office room keys to her. She produced both the keys before the Inspector.

As the boarders should attend their schools, the Inspector, ACB sent them to their schools at about 08.45 am.

Then the Inspector with the help of the key available with the Outsourcing Kamati opened the storeroom in the presence of mediators and found the following materials:

1. Rice – 50 Kgs. X 24 bags
2. Ruchi Gold Palmolive Oil – 1 litre – 15 pkts
3. Raagi floor – ½ Kg – 6 pkts
4. G.D. Kashmiri Chilli Powder – ½ Kg – 1 pkt
5. Red gram dal – 5 Kgs
6. Peas – 4 Kgs
7. Urad Dall – ½ Kg
8. Meal Maker – 1 ¼ Kgs
9. Tamarind – 3 Kgs.
10. Garlic – ½ Kg
11. Ginger – 100 grams.
12. Jaggery - 1 ½ Kgs
13. Match Boxes – 6
14. Green gram dal – 1 kg
15. Groundnut – 2 kgs.
16. Carpets – 40
17. Un disbursed civil dresses – 80 pairs

The boarders of the hostel are studying in Govt. High School, Sompeta, Z.P. Girls High School, Sompeta, CBM-II School, Sompeta. Then the Inspector requested the above school authorities to furnish the details of their students who are enrolled in the Govt. B.C. Welfare Girls Hostel, Sompeta.

During the course of surprise check, some of the registers available in the hostel viz., Admission Register, Hostel Advisory Committee register were found and seized following due procedure.

Then the Inspector, ACB questioned Smt. Saraswathi and Smt. Ratnam with regard to the purchase of the provisions stated that they used to purchase the provisions from various shops in Sompeta upon the instructions of HWO and further added that the provisions had been supplied by Sri Varanasi Kiran Kumar, Sri Durga Kirana Stores, Main Road, Sompeta; Eggs & Chicken are being supplied by Sri Jangam Janaki Ramayya, Harish Eggs & Chicken Centre, Bazar Street, Sompeta; and Vegetables are supplied by Srikakulam Dharma Rao, Regu Mohana Rao vegetable shop, Bazar Street, Sompeta.

The Inspector, ACB summoned the above 3 persons through HC 962 to attend before him at the hostel and accordingly the above 3 persons attended before the Inspector, ACB.

On examination, Sri Varanasi Kiran Kumar, s/o late Venkata Ramana, age 38 years, Sri Durga Kirana Stores, Main Road, Sompeta stated that he was running Kirana business for last 18 years and has been supplying provisions to Govt. B.C. Girls Hostel, Sompeta for last one year. The attender or cook of the hostel will take provisions weekly once as per the list provided by the HWO and he will issue credit bills in the name of Govt. B.C. Girls Hostel, Sompeta and the payment will be made through his bank account. Recently some amount was credited into his account and some more amount is due from hostel authorities etc.

On examination, Sri Srikakulam Dharma Rao, S/o Pothayya, age 34 years, Regu Mohana Rao, vegetable shop, Bazar Street, Sompeta stated that he was running the vegetable shop "Regu Mohan Rao vegetable shop" for last 5 years. They have been supplying vegetables to some hostels. Likewise, they are supplying vegetables to Govt. B.C. Girls Hostel, Sompeta also for *the* last one year. The HWO informed them that the payment would be made through a bank account and they agreed to it etc, facts.

On examination, Sri Jangam Janaki Ramayya, S/o late Ramana Murthy, age 42 years, Harish Eggs & Chicken Centre, Bazar Street, Sompeta stated that he has been doing eggs & chicken business for last 5 years and he has been supplying eggs & chicken to the Govt. B.C. Girls Hostel, Sompeta. He has been supplying 8-9 Kgs chicken thrice a week and eggs twice a week and his bill amount would be credited into the bank account. Recently some amount was credited into his account and some more amount is due from the hostel authorities, etc, facts.

Meanwhile, the ABCWO Sri M. Raghavendra Rao came to the hostel and on examination by the Inspector, he stated that he has been working as Asst. B.C. Welfare Officer, Palasa since 24.12.2018. There are 14 pre-matric hostels and 02 post-matric hostels in his jurisdiction.

When the Inspector, ACB questioned the Asst. B.C. Welfare Officer regarding the actual strength of the hostel and other administrative issues stated that he visited the hostel every month up to September 2019. But due to the duties of Village Sachivalayam recruitment entrusted by the Hon'ble District Collector, he could not visit the hostel in October and in this month, he is yet to visit the hostel. He further added that the HWO Smt. A.S. Ramanamma is maintaining attendance for 97 boarders. When questioned about the non-availability of records and about supplying the food in violation of prescribed menu, he informed the Inspector that the HWO should maintain all the records invariably and should keep the important registers viz., Boarders attendance register, stock & issue register and made them available to the visiting officers and should follow the menu chart while supplying the food to boarders. As HWO Smt. A.S. Ramanamma was not visible in the photo format application on 10.11.2019, it is treated as she was absent for duties on 10.11.2019.

The District B.C. Welfare Officer, Srikakulam furnished the information about the strength and other details of the Govt. B.C. Welfare Girls hostel, Sompeta, Srikakulam District through her letter Rc. No. A1/93/2019/BCW dated 18.11.2019. On perusal of the information, it was found that the HWO has been marking attendance ranging from 90 to 95 boarders though only 61 boarders were staying in the hostel.

During the enquiry, the Inspector secured the presence of Sri Bodeda Satyanarayana, Headmaster, Z.P. Girls High School, Sompeta; Sri Allaka Raj Kumar, S/o Lova Raju, Headmaster, Govt. High School, Sompeta and Sri Kambya Vijay Kumar, Headmaster, MPP School-CBM-II, Sompeta examined them and recorded their statements and all the above said Headmasters submitted the details of the students of their schools who were boarders in the above-said hostel.

On perusal of the copy of the Admission Register seized during the surprise check, it is revealed that no local boarders of Sompeta village were admitted in the hostel for the last four academic years.

On perusal of the Hostel Advisory Committee register, it is learnt that 47 fresh students were admitted in the hostel during the academic year 2017-18 and at the end of the details, a certificate stating that all the admitted boarders were of villages about 5 kilometres from the hostel. The same was also attested by the then Member of Legislative Assembly, Ichapuram Assembly Constituency. Likewise, at page No. 13, a certificate stating that 27 fresh boarders were admitted during the year 2019-20 and all the boarders were of villages which are at a distance of 5 Kilometers from the hostel radius.

During the enquiry, the Boarders attendance register and Stock & Issue register relating to Govt. B.C. Welfare Girls Hostel, Sompeta, which were seized at Govt. B.C. Welfare Girls Hostel, Mandasa by Sri K. Bhaskara Rao in 03/SC-ACB/SKL/2019 on 11.11.2019 were handed over to the Enquiry Officer of the Surprise Check and the same was verified.

On verification of the boarders' attendance register relating to the Govt. B.C. Welfare Girls Hostel, Sompeta proved that the HWO Smt. A.S. Ramanamma claimed excess amount to the tune of Rs.**21,897/-** by inflating the attendance of the borders instead of marking attendance for the borders staying in the hostel from 13.06.2019 to 31.10.2019. The amount was arrived at as follows:

The Hostel Welfare Officer had shown false attendance for a total of 528 from V to X classes from 12.06.2019 to 10.11.2019 for 138 days and withdrawn excess amount to the tune of Rs.**21,689**/- (Rs.1,250/- per month for each boarder) as shown in the following table**:**

FOR THE MONTH OF JUNE-2019:

Sl. No.	Name of the School	No. of Students in School	Total Attendance in Hostel	Total Attendance in School	Govt. Holidays	Total=School Attendance +School Holidays	Variation
1	M.P.P.School, C.B.M-II, Sompeta	1	18	15	3	18	0
2	Govt. High School, Sompeta	10	167	132	30	162	5
3	Z.P.Girls High School, Sompeta	60	1036	691	180	871	165
Total		**71**	**1221**	**838**	**213**	**1051**	**170**

FOR THE MONTH OF JULY-2019:

Sl. No.	Name of the School	No. of Students in School	Total Attendance in Hostel	Total Attendance in School	Govt. Holidays	Total=School Attendance +School Holidays	Variation
1	M.P.P.School, C.B.M-II, Sompeta	1	31	25	6	31	0
2	Govt. High School, Sompeta	16	457	391	85	476	-19
3	Z.P.Girls High School, Sompeta	78	2360	1852	395	2247	113
Total		**95**	**2848**	**2268**	**486**	**2754**	**94**

FOR THE MONTH OF AUGUST-2019:

Sl. No.	Name of the School	No. of Students in School	Total Attendance in Hostel	Total Attendance in School	Govt. Holidays	Total=School Attendance +School Holidays	Variation
1	M.P.P.School, C.B.M-II, Sompeta	1	31	22	9	31	0
2	Govt. High School, Sompeta	16	496	314	160	474	22
3	Z.P.Girls High School, Sompeta	78	2319	1470	780	2250	69
Total		**95**	**2846**	**1806**	**949**	**2755**	**91**

FOR THE MONTH OF SEPTEMBER-2019:

Sl. No.	Name of the School	No. of Students in School	Total Attendance in Hostel	Total Attendance in School	Govt. Holidays	Total=School Attendance +School Holidays	Variation
1	M.P.P.School, C.B.M-II, Sompeta	1	27	20	7	27	0

2	Govt. High School, Sompeta	16	432	283	128	411	21
3	Z.P.Girls High School, Sompeta	78	1964	1230	624	1854	110
Total		**95**	**2423**	**1533**	**759**	**2292**	**131**

FOR THE MONTH OF OCTOBER-2019:

Sl. No.	Name of the School	No. of Students in School	Total Attendance in Hostel	Total Attendance in School	Govt. Holidays	Total=School Attendance +School Holidays	Variation
1	M.P.P.School, C.B.M-II, Sompeta	1	21	16	6	22	-1
2	Govt. High School, Sompeta	15	307	191	105	296	11
3	Z.P.Girls High School, Sompeta	78	1480	897	546	1443	37
Total		**94**	**1808**	**1104**	**657**	**1761**	**47**

FOR THE MONTH OF NOVEMBER-2019:

Sl. No.	Name of the School	No. of Students in School	Total Attendance in Hostel	Total Attendance in School	Govt. Holidays	Total=School Attendance +School Holidays	Variation
1	M.P.P.School, C.B.M-II, Sompeta	1	10	6	4	10	0
2	Govt. High School, Sompeta	16	145	105	48	153	-8
3	Z.P.Girls High School, Sompeta	77	721	414	304	718	3
Total		**94**	**876**	**525**	**356**	**881**	**-5**

As stated above tables shown for June, July, August, September, October and November up to 10.11.2019. The HWO has shown excess attendance of boarders from June 2019 to 10.11.2019.

As per the information furnished by the D.B.C.W.O, Srikakulam vide Rc.No. A1/93/2019BCW, 18.11.2019 it is learnt that as per G.O. Ms. No. 82 dated 05.06.2018 of the Social Welfare (Edn.2) Department, the diet charges of the boarders were enhanced from Rs.750/- to Rs.1,000/- in respect of III & IV class boarders and Rs.750/- to Rs.1,250/- in respect of V, VI & VIII class boarders and from Rs.850/- to Rs.1250/- in respect of IX & X class boarders and also specific menu chart was also communicated through this G.O. to be implemented in all the hostels.

The following table shows that the number of attendance excess shown by the HWO, rate per each attendance and the excess amount was drawn by the HWO.

FOR THE MONTH OF JUNE-2019

Sl.No.	Period	Name of the School	No. of attendance excess shown by the HWO	Rate per each attendance (in Rs)	The excess amount was drawn by the HWO (in Rs.)
1	Month of June	M.P.P.School, C.B.M-II, Sompeta	0	41.67	0
2		Govt. High School, Sompeta	5	41.67	208.35
3		Z.P.Girls High School, Sompeta	165	41.67	6875.55
Total			**170**	**41.67**	**7083.9**

FOR THE MONTH OF JULY-2019

Sl.No.	Period	Name of the School	No. of attendance excess shown by the HWO	Rate per each attendance (in Rs)	The excess amount was intended to draw by the HWO (in Rs.)
1	Month of July	M.P.P.School, C.B.M-II, Sompeta	0	40.32	766.08
2		Govt. High School, Sompeta	-19	40.32	4556.16
3		Z.P.Girls High School, Sompeta	113	40.32	3790.08
Total			**94**	**40.32**	**3916.98**

FOR THE MONTH OF AUGUST-2019

Sl.No.	Period	Name of the School	No. of attendance excess shown by the HWO	Rate per each attendance (in Rs)	The excess amount was intended to draw by the HWO (in Rs.)
1	Month of August	M.P.P.School, C.B.M-II, Sompeta	0	40.32	88704
2		Govt. High School, Sompeta	22	40.32	2782.08
3		Z.P.Girls High School, Sompeta	69	40.32	3669.12
Total			**91**	**40.32**	**3791.97**

FOR THE MONTH OF SEPTEMBER-2019

Sl.No	Period	Name of the School	No. of attendance excess shown by the HWO	Rate per each attendance (in Rs)	The excess amount was intended to draw by the HWO (in Rs.)
1	Month of September	M.P.P.School, C.B.M-II, Sompeta	0	41.67	0
2		Govt. High School, Sompeta	21	41.67	875.07
3		Z.P.Girls High School, Sompeta	110	41.67	4583.7
Total			**131**	**41.67**	**5458.77**

FOR THE MONTH OF OCTOBER-2019

Sl.No	Period	Name of the School	No. of attendance excess shown by the HWO	Rate per each attendance (in Rs)	The excess amount was intended to draw by the HWO (in Rs.)
1	Month of October	M.P.P.School, C.B.M-II, Sompeta	-1	40.32	-40.32
2		Govt. High School, Sompeta	11	40.32	443.53
3		Z.P.Girls High School, Sompeta	37	40.32	1491.84
Total			**47**	**40.32**	**1895.04**

FOR THE MONTH OF November -2019 i.e., up to 10th November 2019

Sl.No.	Period	Name of the School	No. of attendance excess shown by the HWO	Rate per each attendance (in Rs)	The excess amount was intended to draw by the HWO (in Rs.)
1	Month of November	M.P.P.School, C.B.M-II, Sompeta	0	41.67	0
2		Govt. High School, Sompeta	-8	41.67	-333.36
3		Z.P.Girls High School, Sompeta	3	41.67	125.01
Total			**-5**	**41.67**	**-208.35**
Grand Total					**21,688.56 Rounded to Rs.21,689/-**

As per the letter dt.23.10.2021 Assistant BC Welfare Officer, Palasa informed that even though the HWO submitted bills from June 2019 to November, 2019, the Assistant BC Welfare Officer submitted bills from June 2019 up to 31.10.2019 and in the same period the HWO drawn total excess amount of Rs.21,897/- from June 2019 to 31.10.2019.

Thus, Smt. A.S. Ramanamma, Hostel Welfare Officer, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District claimed excess amount to the tune of Rs.**21,897**/- from 13.06.2019 to 31.10.2019 in the form of diet charges of boarders, prepared bills and submitted to ABCWO, Palasa, who is the Drawing and Disbursing Officer and he submitted the bills to the Sub Treasury, Sompeta with respect to claiming of bills.

CHARGE-II :-

That Smt. A.S. Ramanamma, Hostel Welfare Officer, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District failed to maintain some important registers viz., cash book, Treasury Bill Register and Pay Bill Register and did not maintain any record properly.

FACTS & EVIDENCE:

On credible information that the Hostel Welfare Officer, Govt. B.C. Welfare Girls' Hostel, Sompeta, Srikakulam District and the Assistant Tribal Welfare Officer are indulging in corrupt practices by inflating the boarders' strength and also misappropriating the funds allotted to the Hostel, ACB officials conducted a surprise check on the hostel on 11.11.2019 in the presence of official mediators.

During the surprise check, the following registers, which were available in the hostel were verified.

1. **Staff Attendance Register:** The register was being maintained from November 2018. The attendance was marked for Smt. P.Saraswathi and Smt. D. Sandhya on 11.11.2019.
2. **Material Stock cum Acquittance Register:** The register was being maintained from 12.08.2018.
   - **i.** Notebooks for renewal boarders were being entered in Page No. 17 to 19 and it was shown as notebooks were issued to 69 renewal boarders. 1133 white long notebooks, 44 one side ruled short notebooks, 84 short white notebooks and 225 short rule books were received on 13.06.2019.
   - **ii.** Issuance of bedding material was entered at Page No. 20 to 22. It was shown as bed-sheets were issued to 69 renewal boarders out of 82 boarders. 90-bed sheets were received by the HWO but the date of receipt was not mentioned.
   - **iii.** Issue of notebooks for fresh boarders was entered at page no. 23 and it was shown as notebooks were issued to 27 boarders
   - **iv.** Issue of bedding material for fresh boarders was entered at page no. 24 and it was shown as notebooks were issued to 27 boarders
   - **v.** Issue of Patasala books for 10^{th} class boarders was shown at page No. 25 and it was shown as Patasala books were issued to 27 boarders of 10^{th} class from June 2019 to November 2019.

   In the above entries, no scale and date of the issue was mentioned but the signatures of the boarders were obtained.
3. **Hostel Advisory Committee Register**: The register was being maintained from 20.07.2018. A resolution to admit 27 new boarders in the hostel and the list of boarders was approved by Sri B. Ashok, MLA, Ichapuram on 05.07.2019. On perusal of the register, it is learnt that 47 fresh students were admitted in the hostel during the academic year 2017-18 and at the end of the details, a certificate stating that all the admitted boarders were from villages about 5 kilometers from the hostel. The same was also attested by the then Member of Legislative Assembly, Ichapuram Assembly Constituency. Likewise, at page No. 13, a certificate stating that 27 fresh boarders were admitted during the year 2019-20 and all the boarders were of villages about 5 kilometers from the hostel.

4. **Parents Meeting Register:** At page Nos. 36 & 37, it was shown as a meeting was conducted on 10.08.2019 and 17 signatures were obtained as if they were the signatures of the parents of boarders. However, no resolution or suggestions were discussed in this register. Likewise at page Nos. 38, 39 & 41, it was shown as a meeting was conducted on14.09.2019 and 27 signatures were obtained as if they were the signatures of the parents of the boarders.
5. **Visit Book:** The register was being maintained from 28.06.2016 and the last visit entry was made by Sri H. Krishna Rao, the then ABCWO, Palasa on 23.07.2018. No supervisory Officer visited the hostel after 23.07.2018.
6. **Hostel Staff Movement Register:** The register was being maintained since 20.10.2017 and the last entry was made on 26.07.2018.
7. **Hostel Boarders Movement Register:** The register was being maintained since 01.08.2014 and the last entry was made on 14.08.2017.
8. **Cosmetic Charges Acquittance Register:** The register was being maintained since 01/2016 and the last entry was marked for September 2018 showing a balance as Rs.1,615/-.
9. **Boarders Academic Progress Register:** The register was being maintained from 2016-17 and the last entry was made at page No. 35. No entries were made concerning the academic year 2018-19 and 2019-20.
10. **Students Admission Register:** The register was being maintained from the academic year 2016-17 and admission No. 556 where 27 names of new boarders were entered in the register under the heading new boarders' admissions for 2019-20 as per proceedings Rc.No. 47/2019/A1 dated 30.07.2019 of the DBCWO, Srikakulam. 27 admission applications were also available in the admission register. But no copy of the proceedings is available in the register. On perusal of the register, it is learnt that no local students of Sompeta village were admitted during the previous 4 academic years.

Original admission register along with 27 original admission applications were handed over to Sri M. Raghavendra Rao, ABCWO, Palasa for further process.

While searching the office room, as many as 80 empty HAI (Health, Academic and Identity) Cards were identified in the room without entering any data of the students in the cards. The Inspector seized one of the HAI cards for enquiry duly attested by the mediators and himself.

The Inspector, ACB seized the 9 registers from 1 to 9 and photocopies of the admission register and 27 admission applications for enquiry duly attested by the mediators, the DSP and himself.

No other important registers viz., Boarder's attendance register, stock & issue register, Vendors register/purchase register, boarders amenities register etc, were available in the hostel.

The District B.C. Welfare Officer, Srikakulam through her letter Rc. No. A1/93/2019/BCW dated 18.11.2019 furnished copy of G.O. Ms. No. 54 dated 24.05.2014 of Social Welfare (Edn.1) Department, Govt. of AP. As per the G.O., the following 18 registers should be maintained by the HWOs concerned.

1. Admission Register of the boarders
2. Attendance (Signature) Register
3. Attendance Register of the staff
4. Provision Stock and Issue Register
5. Daily Purchase cum Vendors Acquittance Register
6. Permanent articles register
7. Cashbook
8. Treasury Bill register
9. Stock and Issue Register of Dresses/ Note Books and Cosmetic Disbursement Registers
10. Visitors' Register
11. Movement Register of HWOs and other staff
12. Movement Register of Boarders.
13. Staff salary acquittance register
14. Bills register (Office Copy of all bills sent)
15. Minutes book of Hostel Advisory Committee
16. Students Grievances Register
17. Permanent Advance register
18. Library books register.

But during the course of surprise check, some of the above records were not found in the hostel.

CHARGE-III :-

That Smt. A.S. Ramanamma, Hostel Welfare Officer, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District failed to maintain the hostel in a hygienic condition. There was no facility of purified drinking water for the boarders in the hostel and the food was not supplied as per the prescribed menu.

FACTS & EVIDENCE:

On credible information that the Hostel Welfare Officer, Govt. B.C. Welfare Girls' Hostel, Sompeta, Srikakulam District and the Assistant Tribal Welfare Officer are indulging in corrupt practices by inflating the boarders' strength and also misappropriating the funds allotted to the Hostel, ACB officials conducted a surprise check on the hostel on 11.11.2019 in the presence of official mediators.

During the course of surprise check, some of the boarders were examined. On examination, they categorically stated that the boarders categorically stated that there is no purified drinking water facility in the hostel. They are being supplied with the impurified water stored in the upper Sintex tank which is used for all purposes. The food being supplied is not good to eat and not as per the menu chart. They were not given the cosmetic charges. There is no inverter facility in the hostel due to which they are facing lighting problems during night times whenever electric power fails.

During the surprise check, the hostel premises was observed in presence of the mediators. There is no purified drinking water facility and the boarders are drinking the water from the overhead tank. The premises of the kitchen, hostel and bathrooms are being maintained in poor condition. There is an open well on the North-East side of the hostel building but the water is not in usable condition and garbage is being thrown in the well and is not covered with any protective cover.

On the instructions of the DSP, ACB, Sri B. Hari, Inspector collected 2 bottles of water, which is being used by the boarders for drinking and 2 bottles of water from the overhead tank which is used by the boarders for all purposes and seized duly labelled and attested by himself and the mediators. The samples of water were sent to Regional Public Health Laboratory, Visakhapatnam for analysis.

The water samples collected during the surprise check were sent to the Regional Public Health Laboratory, Visakhapatnam for analysis. The Senior Analyst, Regional Public Health Laboratory, Visakhapatnam submitted a water analysis report (Chemical & Bacteriological) dated 21.11.2019 stating that "The given samples are physichemically all the analysed parameters are within the maximum permissible limit for drinking purpose. But Bacteriologically unsatisfactory for drinking purposes. Periodical cleaning of Over Head Tank and regular adequate chlorination is suggested".

During proceedings, the following irregularities were found in the maintenance of the hostel.

1. The hygienic condition of the hostel is poor.
2. There is no facility of purified drinking water for the boarders in the hostel.
3. There is an open well on the North-East side of the hostel building but the water is not in usable condition and garbage is being thrown in the well. The well is not covered with any protective cover.

The District B.C. Welfare Department, Srikakulam vide her letter Rc. No. A1/93/2019/BCW dated 18.11.2019 furnished the duties and responsibilities of the HWOs. As per the duties and responsibilities, HWOs are responsible for

- Ensuring adequate lighting and replacement of fused out bulbs and for regular water supply to the toilet blocks, kitchen and drinking water to the boarders.

- ❖ Keeping the hostel premises clean and tidy. The upkeep of the sanitary conditions of the Lavatory and bathrooms should be ensured by them.

But during the surprise check, the hygienic condition of the hostel was found poor and there is no facility of purified drinking water for the boarders in the hostel.

Hence, the charges against the Government Servant / Retired Employee Smt. A.S. Ramanamma, Hostel Welfare Officer, Govt. B.C. Welfare Girls Hostel, Sompeta, Srikakulam District as she has drawn excess amount to the tune of Rs.21,897/- towards Diet Charges of Boarders by showing inflated strength of boarders in the hostel, failed to maintain important register and failed to maintain the hostel in hygienic condition, failed to maintain facility of drinking water and food was not supplied as per the prescribed menu were held substantiated.

Thus, the retired employee by her above mentioned acts has exhibited lack of integrity, devotion to duty and conduct, unbecoming of a Government Servant and thereby contravened Rules 3(1) & 3(2) of APCS (Conduct) Rules, 1964 r/w Rule 9 of AP Revised Pension Rules, 1980.

G.ANANTHA RAMU
PRINCIPAL SECRETARY TO GOVERNMENT (FAC)

//FORWARDED::BY ORDER//

SECTION OFFICER

[Annexure to G.O.Rt.No.111, BCW(D) Dept., Dt:13.07.2022]

ANNEXURE-III

LIST OF DOCUMENTS BY WHICH THE ARTICLE OF CHARGES FRAMED AGAINST SMT A.S.RAMANAMMA, THE THEN HWO, GOVT. B.C. WELFARE GIRLS HOSTEL, SOMPETA, SRIKAKULAM DISTRICT (NOW RETIRED) ARE PROPOSED TO BE SUSTAINED:

1. **Surprise check proceedings** dated 11.11.2019 drafted at Govt. B.C. Welfare Girls Hostel, Sompeta.
2. **Copy of the Surprise Check proceedings** dated 11.11.2019 drafted at Govt. B.C. Welfare Girls Hostel, Mandasa.
3. **Staff attendance register**: The register was maintained from November 2018. The attendance was marked for Smt. P. Saraswathi and Smt. D. Sandhya on 11.11.2019.
4. **Material Stock cum Acquittance register:** The register has been maintained from 12.08.2018
   a) Notebooks for renewal boarders were entered in Page No. 17 to 19 and it was shown as notebooks were issued to 69 renewal boarders. On 13.06.2019 1133 white long notebooks, 44 one side ruled short notebooks, 84 short white notebooks and 225 short rule books were received on 13.06.2019.
   b) Issuance of bedding material was entered at Page No. 20 to 22. It was shown as bed-sheets were issued to 69 renewal boarders out of 82 boarders. 90-bed sheets were received by the HWO but the date of receipt was not mentioned.
   c) Issue of notebooks for fresh boarders was entered at page no. 23 and it was shown as notebooks were issued to 27 boarders
   d) Issue of bedding material for fresh boarders was entered at page no. 24 and it was shown as notebooks were issued to 27 boarders
   e) Issue of Pathasala books for 10th class boarders was shown at page No. 25 and it was shown as Patasala books were issued to 27 boarders of 10th class from June 2019 to November 2019.

   In the above entries, no scale and date of the issue was mentioned but the signatures of the boarders were obtained.
5. **Hostel Advisory Committee Register:** The register has been maintained from 20.07.2018. A resolution to admit 27 new boarders in the hostel and the list of boarders was approved by Sri B. Ashok, MLA, Ichapuram on 05.07.2019. On perusal of the register, it is learnt that 47 fresh students were admitted in the hostel during the academic year 2017-18 and at the end of the details, a certificate stating that all the admitted boarders were of villages about 5 kilometres from the hostel. The same was also attested by the then Member of Legislative Assembly, Ichapuram Assembly Constituency. Likewise, at page No. 13, a certificate stating that 27 fresh boarders were admitted during the year 2019-20 and all the boarders were of villages about 5 kilometres from the hostel.
6. **Parents meeting register:** At page Nos. 36 & 37, it was shown as a meeting was conducted on 10.08.2019 and 17 signatures were obtained as if they were the signatures of the parents of boarders. However, no resolution or suggestions were discussed in this register. Likewise at page Nos. 38, 39 & 41, it was shown as a meeting was conducted on14.09.2019 and 27 signatures were obtained as if they were the signatures of the parents of the boarders.
7. **Visit Book:** The register has been maintained since 28.06.2016 and the last visit entry was made by Sri H. Krishna Rao, the then ABCWO, Palasa on 23.07.2018. No supervisory Officer visited the hostel after 23.07.2018.
8. **Hostel staff movement register:** The register has been maintained since 20.10.2017 and the last entry was made on 26.07.2018.
9. **Hostel boarders movement register:** The register has been maintained since 01.08.2014 and the last entry was made on 14.08.2017.

10. **Cosmetic charges acquittance register:** the register has been maintained since 01/2016 and the last entry was marked for September 2018 showing a balance as Rs.1,615/-.
11. **Boarders Academic progress register:** The register has been maintained from 2016-17 and the last entry was made at page No. 35. No entries were made with regard to the academic year 2018-19 and 2019-20.
12. **Students Admission Register:** The register has been maintained from the academic year 2016-17 and admission No. 556 where 27 names of new boarders were entered in the register under the heading new boarders' admissions for 2019-20 as per proceedings Rc. No. 47/2019/A1 dated 30.07.2019 of the DBCWO, Srikakulam. 27 admission applications were also available in the admission register. But no copy of the proceedings is available in the register. On perusal of the register, it is learnt that no local students of Sompeta village were admitted during the previous 4 academic years.
13. **Boarders attendance register** relating to Govt. B.C. Welfare Girls Hostel, Sompeta, which were seized at Govt. B.C. Welfare Girls Hostel, Mandasa by Sri K. Bhaskara Rao, Inspector, ACB in 03/SC-ACB/SKL/2019 on 11.11.2019 were handed over to the Investigating Officer of the Surprise Check
14. **Stock & Issue register** relating to Govt. B.C. Welfare Girls Hostel, Sompeta, which were seized at Govt. B.C. Welfare Girls Hostel, Mandasa by Sri K. Bhaskara Rao, Inspector, ACB in 03/SC-ACB/SKL/2019 on 11.11.2019 were handed over to the Investigating Officer of the Surprise Check
15. **Water Analysis Report** dated 21.11.2019 of the Senior Analyst (Water), Regional Public Health Laboratory, Visakhapatnam.
16. **Letter dated 23.10.2021 of the ABCWO, Palasa**

    It shows that the HWO Smt. A.S. Ramanamma already claimed the bills for the months from June, 2019 to November, 2019 but the then ABCWO, Palasa, who is the DDO for the said hostel submitted the bills to the Sub Treasury, Sompeta up to October, 2019 only. The same were paid to the HWO Smt. A.S. Ramanamma through treasury.

17. **Letter Rc.No. A1/93/2019/BCW dated 18.11.2019 of District B.C. Welfare Officer, Srikakulam.**

    It shows the service particulars of the HWO Smt. A.S. Ramanamma, ABCWO Sri M. Raghavendra Rao and the job chart of the HWO and ABCWO along with the registers to be maintained in the hostel etc.
18. **Any other document if any required will be produced at the time of Inquiry.**

G.ANANTHA RAMU
PRINCIPAL SECRETARY TO GOVERNMENT (FAC)

//FORWARDED::BY ORDER//

SECTION OFFICER

[Annexure to G.O.Rt.No.111, BCW(D) Dept., Dt:13.07.2022]

ANNEXURE-IV

LIST OF WITNESSESS BY WHOM THE ARTICLE OF CHARGES FRAMED AGAINST SMT A.S.RAMANAMMA, THE THEN HWO, GOVT. B.C. WELFARE GIRLS HOSTEL, SOMPETA, SRIKAKULAM DISTRICT (NOW RETIRED) ARE PROPOSED TO BE SUSTAINED:

1. Sri Sugandham Omkar, S/o Sanjeeva Rao, Veterinary Asst. Surgeon, Veterinary Dispensary, Kottavalasa village, Amadalavalasa Mandal, Srikakulam District.
2. Smt. Bulusu Venkata Syamala, D/o late B.V. Ramanamurthy, Jr. Asst., O/o Dy. Director, Animal Husbandry, Srikakulam.
3. Sri Mojjada Srinivasa Babu S/o Satyanarayana, Agricultural Officer, Farmers Training Center, Srikakulam.
4. Smt. Puvvula Usha Rani W/o Baggu Durga Rao, Junior Assistant O/o Joint Director of Agriculture, Srikakulam.
5. Smt. Pyla Saraswathi, W/o Ramarao, Outsourcing Kamati, Govt. B.C. Welfare Girls Hostel, Sompeta.
6. Smt. P. Ratnam, W/o Bairagi, Outsourcing Kamati, Govt. B.C. Welfare Girls Hostel, Sompeta; R/o Dhaba Colony, near Nukalamma Temple, Sompeta.
7. Smt. Dutla Sandhya, S/o late Raju, Outsourcing Night Watch woman, Govt. B.C. Welfare Girls Hostel, Sompeta.R/o Talatampara village, Kanchili Mandal, Srikakulam District.
8. Sri Varanasi Kiran Kumar, s/o late Venkata Ramana, Sri Durga Kirana Stores, Main Road, Sompeta.
9. Sri Srikakulam Dharma Rao, S/o Pothayya, Regu Mohana Rao vegetable shop, Bazar Street, Sompeta:
10. Sri Jangam Janakiramayya, S/o late Ramana Murthy, Harish Eggs & Chicken Centre, Bazar Street, Sompeta:
11. Botchu Deepika, D/o Balaraju, 9th class, Z.P. Girls High School, Sompeta;
12. Jyothi Behara, D/o BaluduBehara, 10 th class, Govt. High School, Sompeta
13. Landa Swaroopa, D/o Dilles, 9thclass, Z.P. Girls High School, Sompeta;
14. KiluguKrishnaveni, D/o Lingaraju, 6th class, Z.P. Girls High School, Sompeta
15. Raika Sanjana, D/o Kussanna, 4th class, CBM School-II, Sompeta
16. BynapalliSpandana, D/o Tulasi, 7th class, Z.P. Girls High School, Sompeta
17. Setti Swathi, D/o Sarath Kumar Setti, 8th class, Z.P. Girls High School, Sompeta;
18. Gummadi Nandini, D/o Jogarao, 8th class, Z.P. Girls High School, Sompeta;
19. Kolla Nandini, D/o Papayya, 10 class, Z.P. Girls High School, Sompeta;
20. ParapatiSumithra, D/o Vasu, 10th class, Z.P. Girls High School, Sompeta;
21. Jalasutra Devi, D/o Matayya, 8th class, Z.P. Girls High School, Sompeta;
22. Pushpanjalibehara, D/o Bali behara, 9th class, Z.P. Girls High School, Sompeta;
23. Sri Boddeda Satyanarayana, S/o Adinarayana, Head Master, Z.P. Girls High School, Sompeta; R/o Flat No. 201, JN Enclave, Jaganadhapuram, Akkayyapalem, Visakhapatnam.
24. Sri Kambya Vijay Kumar, S/o Late Narayana, Headmaster, M.P.P. School (CBM-2), Sompeta; R/o Diguva Veedhi, Main Road, Baruva village, Sompeta Mandal, Srikakulam District.
25. Sri Allaka Raja Kumar, S/o Lova Raju, Headmaster, Govt. High School, Sompeta; R/o Court Street, Sompeta, Srikakulam District.

26. Sri Majhajanam Raghavendra Rao, S/o late Satyanarayana Murthy, Asst. B.C. Welfare Officer, Palasa, Srikakulam District. R/o Mahajanam Nivas, Near Krishna park, Srikakulam.
27. Smt. K. Kruthika, District B.C. Welfare Officer, Srikakulam District.
28. Senior Analyst (water), Regional Public Health Laboratory, Visakhapatnam.
29. Sri K. Bhaskara Rao, Inspector of Police, Anti-Corruption Bureau, Srikakulam Range.
30. Sri B.V.S.S. Ramanamurty, Dy. Supdt. of Police, Anti-Corruption Bureau, Srikakulam Range.
31. Sri B. Hari, Inspector of Police, Anti-Corruption Bureau, Srikakulam Range.

G.ANANTHA RAMU
PRINCIPAL SECRETARY TO GOVERNMENT (FAC)

//FORWARDED:: BY ORDER//

SECTION OFFICER